



**ANIMAL PROTECTION & CONTROL  
ADVISORY BOARD  
Meeting Minutes  
March 25th, 2004**

**In Attendance:**

Greg Ellison  
Dr. Elizabeth Grauer  
Pat Jollota  
Shirley Malar  
Carol Williams

**Staff:**

Linda Moorhead  
Mary Liddle-Hunnicutt  
  
Phil Olson

**I. Call to Order:**

The meeting was called to order by Carol Williams at 6:35 p.m.

**II. Reading & Approval of the February 2004 minutes:**

The minutes were approved with no additions or corrections. The minutes will stand as written

**III. Orders of the Day**

**Statistical Report**

Linda went over the February 2004 Animal Control statistics. Complaints and licensing are down. Licensing funds are up but that is due to the fee increase that went into effect January 1, 2004.

Phil Olson discussed the statistics for the SW Washington Humane Society for the month of February 2004. Dog adoptions were up by 33% and cat adoptions were up by 34%. Both dog and cat return to owner's are up as well. Microchips being utilized on cats are a big factor on the cats being returned to their owners.

**Spay/Neuter Contracts**

The 2003-2004 grant monies were mailed to all the recipients this month. The delay was caused by some of the recipients delay in turning in the required insurance documentation and coming in to the office to sign the contracts. The board inquired about the requests for proposals for 2004-2005 grant monies. Linda advised that the grant monies would be contingent on the 2005-2006 biennial budget which the agency would not have approval for until late this year.

### **2004 Work Plan – Open Positions**

Linda asked what they would like to do as a board and what did they want to put on the 2004 work plan. After some general discussion they suggested making recommendations to the legislature on animal related matters, pick up where they left off on the code work from October 2003 and possibly have the county lobbyist Sharon Wylie as a guest speaker. See the April 2004 work plan agenda for these updates.

Linda had also asked the board if they would like to appoint their own secretary to make their own agenda and minutes. Carol stated that they would like the Animal Control staff to continue this function. Carol also stated that they never had control over the work plan and agenda as the previous Animal Control manager did this for them.

The news release for the open Advisory Board positions went out March 18, 2004. In that news release it states to have applications back to Animal Control by April 30, 2004. In the February 2004 minutes it stated that there were 3 open board positions (facility owner/operator, at large and livestock). After further discovery there were actually 5 open board positions (facility owner/operator, at large, livestock, animal welfare and no domestic animals). These 5 positions were what were announced in the news release; please see below for further clarification.

In the February 2004 minutes it also noted that staff was to contact persons in violation of the attendance standard. After further review it was noted that Ed Anderson and Debi Bidelman no longer qualified for the positions they were originally appointed to as well and they both were in violation of the attendance standards that are in the Advisory Board bylaws.

*The attendance standard states that a member's position is considered vacant when any member misses three regular meetings or assigned committee meetings within a twelve month period.*

In a fourteen month period Ed Anderson missed a total of six meetings and Debi Bidelman missed a total of nine meetings. Both parties were contacted via e-mail on March 4, 2004 by staff with regards to their positions and attendance, they were asked to respond to staff by March 12, 2004. Since they both did not respond to the March 4, 2004 e-mail, their board positions were posted in the March 18, 2004 news release.

Both parties were visibly upset at this meeting but were encouraged to submit new applications to the board for a position that they did qualify for. Both Ed & Debi were given applications for the advisory board along with a copy of the March 18, 2004 news release.

#### **IV. Roundtable**

Carol noted the attendance standard needed to be enforced. There should be no exceptions and that the rules should not be bent for one person. Pat Jollota also noted that the board was using taxpayer dollars for these meetings and that the bylaws must be enforced.

Pat also noted that the planning commission was discussing standards on doggy day care. They were looking at location, hours of operation and that no overnight boarding would be allowed. Liz had asked that the hours of operation be extended in the evenings to allow business owners to do dog training as well as it was a better use of their space and a money maker.

Phil also noted that “Jaws” had 70 approved applications for spay/neuters and that they had groups bringing work to the humane society and that it had been very helpful.

Carol asked that the meeting minutes be attached to their e-mail notifications. Then various members stated they had trouble opening attachments, etc. Members were advised to contact staff if they did not receive all their attachments in the future.

#### **V. Public Forum**

There was no public discussion.

#### **VI. Adjournment**

The meeting was adjourned at 7:31 p.m.

#### **VII. Hearing Tribunal**

There were no written appeals reviewed this month.